

Meeting: Executive Committee Date: February 11, 2004 Time: 3:15 - 5:00 p.m.

Location: Detroit Department of Health & Wellness Promotion, Room 420C

Members Present												
Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Jeffrey Hawkins, Chair	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elizabeth Dawsey, Co-Chair	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brenda Stimson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mary Stephens-Ferris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joy Schumacher	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Calvin Scarber	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Guests												
Waymond Burks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karen L. Boyd	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff												
Jewell Martin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Cavette	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Topic	Discussion	Action	Responsibility	Consult	Inform	Due Date
Grantee's Report	No notice of awards. Objective review is taking place 2/12 and 2/13. Home delivered meals are budgeted for \$378,000. Jeff knows of an agency that is HRSA supported that may be able to deliver meals saving the council money.		J. Martin J. Hawkins			
Support Staff	Conference room estimate reported on Speaking engagement on HIV by Ms. Cavette for 2/21/04. Success of the SEMHAC Ad in local papers. April Full council will		S. Cavette K. Akinyele			

	<p>hold elections. A reception for new members and acknowledging leaving members of the council was made as a motion. New member training as a one day training (yearly) to be set up in a SOP was made as a motion. Kamal demonstrated the Detroit Health Department website with our link. We discussed keeping the red ribbon logo as originally set by SEMHAC planning council. Sandy and Kamal were granted permission by the exec to begin work with the chairs of each standing committee to set goals, timelines, workplans.</p>					
Needs assessment	Approval for PSA's as presented to go to CBO's and newsletters		S. Cavette			
PWC	Meetings are suspended till SOP's are in place that address transportation		B. Stimson L. Dawsey			
Nominations and By-Laws	Chair presented documentation for action asked to be taken up by By-laws and membership pertaining to a member who exhibited behavior at meetings unbecoming of a council member. It is asked that the member not be considered for the 2004/2005 council					
Resource Development and Fiscal Oversight	TA is continuing with Mr. Kinser. Budget templates were passed out to committee chairs		J. Schumacher			

	for their 2004/2005 budgets with a timeline set for funding the committee. Report of the Rapid Reallocation process for \$125,000 was made.					
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Jeffrey Hawkins
Chair/Co-Chair Signature

February 18, 2004
Date